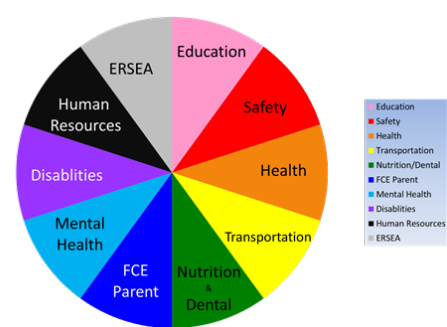


# Policy and Procedure Development Plan (PPDP) 2017

## Policy Draft & Approval Form

This form is to be used for new policies and procedures and revisions of existing policies and procedures. Please use a new form for each policy you are transferring into the new format.  
This form will stay with the PPDP from start to finish.

<b>Policy Title</b> Short Description	
<b>Category</b>	



Submitted by: \_\_\_\_\_ On \_\_\_\_\_

First Draft returned on :	BY:
Comments:	

Second Draft returned on :	BY:
Comments:	

Third Draft returned on :	BY:
Comments:	

Please enter names of team members that will need to review before submitting to final draft:

Name	Date Reviewed

Links:  
Forms:  
Final Comments:

**Does this need to go to  
Policy Council  
Yes / No**